

17.01: Requirements for Licensees

(1) Continuing Education Requirement.

(a) Except as otherwise provided in 237 CMR 17.01, each licensee of the Board, as a condition for license renewal, shall present evidence satisfactory to the Board that in the three year period before license renewal he or she has completed 21 clock hours of continuing education. Of the required 21 clock hours, 15 clock hours shall be on topics related to the Massachusetts Electrical Code, business, law and related topics with a provider in area of study approved by the Board and six may be in a areas chosen by the licensee for professional development in the subjects of Electrical Code, business, law, first aid, Safety and Building Code and related topics. Notwithstanding the previous provisions of 237 CMR 17.01, Inspectors of Wires appointed pursuant to M.G.L. c. 166, § 32, electrical inspectors/ investigators employed by the Division of Professional Licensure and members of the Board shall complete the required 15 hours of mandatory continuing education within the first year of the release of the updated edition of the Massachusetts Electrical Code, 527 CMR 12.00 as a condition of license renewal. In addition to the required hours for renewal as provided above each Inspector of Wires appointed pursuant to the provisions of M.G.L. c. 166, s. 32 shall complete two (2) six (6) hour certification programs as required by the Board. For purposes of the immediately preceding sentence, a certification program shall be defined as a Continuing Education Program sponsored by an association of Inspectors of Wires approved by the Board.

(b) Regarding Class A and B Licensees engaging in electrical work within Massachusetts, such individuals shall complete a course of study which shall consist of 15 clock hours of instruction given by Board-approved providers focusing on the then in effect edition of the Massachusetts Electrical Code, 527 CMR 12.00, as adopted by the Board, and other rules, regulations and topics. Class A and B Licensees who reside outside Massachusetts shall complete 15 clock hours focusing on the electrical code then in effect and adopted by the jurisdiction in which they reside and 6 hours of professional development based on the Massachusetts Amendments to the National Electrical Code and or Massachusetts General Laws and or these Board Rules and Regulations. It shall be the licensee's responsibility to ensure that their provider has been approved by the Board.

(c) Regarding Class C and D Licensees engaging in systems and security systems within Massachusetts, such individuals shall complete a course of study which shall consist of 21 clock hours of instruction given by Board-approved providers focusing on the then in effect applicable chapters of the edition of the Massachusetts Electrical Code, 527 CMR 12.00, as adopted by the Board, the edition of the 72 NFPA Code of Fire Alarm Systems that is then in effect, these, Rules and Regulations, M.G.L. c. 147 and related rules, regulations and statutes. Class C and D Licensees who reside outside Massachusetts shall complete 21 clock hours focusing on the then in effect electrical code adopted by the jurisdiction in which they reside. It shall be the licensee's responsibility to ensure that their provider has been approved by the Board.

(2) **Waiver/Exemption of Continuing Education Requirement.** The Board may, at its discretion, consider a written request for a waiver from the continuing education requirement under the following circumstances:

(a) **Illness or Disability.** A request for a waiver based on illness, disability, or other medically-related condition shall be in writing, under oath, and accompanied by a letter addressed to the Board written and signed by a licensed medical doctor stating the nature of the licensee's medical condition and the correlation between that condition and the licensee's inability to complete the required continuing education within the required period.

(b) **Exemption of 15/6 Hour Programs.** Instructors and or providers who teach two 15 clock hour seminars/courses per cycle on the Massachusetts Electrical Code and related rules, regulations and topics are exempt of the continuing education requirements.

(c) **Issuance of License Ninety (90) Days Preceding Renewal Date.** Any holder of a license issued by the Board following examination or by reciprocity during the ninety (90) days preceding the license renewal date may, at the discretion of the Board, be given a waiver of such continuing education requirement for the license renewal cycle in effect at the time of licensure.

(d) **Other Good Cause.** The Board may consider the granting of a waiver of the continuing education requirement for other good cause shown. Such request must be in writing under oath, and shall be accompanied by any supporting materials the licensee wishes the Board to consider in ruling on the waiver request

(3) **Failure to complete Continuing Education Requirement.** Any licensee who does not complete the required 21 clock hours of continuing education by the license renewal deadline shall complete one additional 21 clock hour course for each renewal cycle for which the licensee is delinquent. Each such course shall be provided by a different instructor. If a licensee fails to complete continuing education requirements for three consecutive renewal cycles, any subsequent renewal shall be subject to Board review and approval and licensee may elect to be re-examined.

(4) **Completion of MCE with Same Provider.** Licensees residing within Massachusetts shall complete the 15 clock hours of required continuing education with the same provider whether or not the provider conducts the course at different locations. Licensees residing outside Massachusetts may acquire the required 15 clock hours of continuing education from one or more providers.

(5) **Certificate/Documentation.**

(a) Upon successful completion of the 15 clock hours of continuing education, each licensee shall receive from their provider a certificate of completion as covered in section 17.02 (5)(a). Each licensee shall retain such documentation for three renewal cycles, and

shall furnish it to the Board for verification of completion of the required continuing education if so requested.

(b) Upon successful completion of the six clock hours of professional development continuing education, each licensee shall receive from the seminar course sponsor or provider a certificate of completion as covered in section 17.02 (5)(b). Each licensee shall retain such documentation for three renewal cycles and shall furnish it to the Board for verification of completion of the professional development continuing education if so requested.

(c) Upon successful completion of the required twenty seven (27) clock hours of mandatory continuing education and certification programs as required by the Board pursuant to 237 CMR 17.01(1)(a), each licensee appointed as an Inspector of Wires pursuant to M.G.L. c. 166, s. 32 shall receive from the Board a Certification indicating qualification for initial or continuing appointment as an Inspector of Wires.

(6) **Duplicate Certificate.** Any licensee whose certificate of completion has been lost or destroyed shall obtain a stamped duplicate thereof from the provider who originally issued such certificate upon providing to the provider a written request and the reason(s) therefor. It shall be the responsibility of the licensee to such certificate to the Board if so requested by the Board.

(7) **Falsification of Information; Illegal Transfer.** The falsification of any information relating to the requirements of 237 CMR 17.00 and/or the transfer of a certificate of completion of continuing education and or a certificate of completion of professional development to any individual for purposes of license renewal application shall be grounds for the initiation of formal disciplinary proceedings to revoke or suspend the license(s) of the licensee(s) involved in such misconduct.